

<b>Job Title-Grade:</b>	<b>Systems Administrator</b>
<b>Department-Unit-Section:</b>	Technical Services – Management Information System Division
<b>Reports to:</b>	<b>Post: System Administrator</b>
<b>Supervises:</b>	None
<b>Overall Objective:</b>	<b>To provide top-notch IT/MIS services across the LRA in order to generate revenue by effective positioning, installation/configuration, operation, and maintenance of systems hardware and software and related infrastructure.</b>
<b>Main Responsibilities:</b>	<ol style="list-style-type: none"> <li><b>1. Responsible for the effective provisioning, installation/configuration, operation of the LRA IT systems;</b></li> <li><b>2. Responsible for the maintenance of systems hardware, software and related technology infrastructure.</b></li> </ol>
<b>Main Tasks:</b>	<p><b>R1: Responsible for the effective provisioning, installation/configuration, operation of the LRA IT systems</b></p> <ol style="list-style-type: none"> <li>1. Ensure the stability and integrity of company data and server services through monitoring, maintenance, support, and optimization of all workstations, servers and infrastructure systems.</li> <li>2. Install and configure Windows 2016/2019 Active Directory Domain Services (ADDS), configure Group Policies (GPOs), remote services, site to site ADDS replication, etc.</li> <li>3. Configure Domain Name Service (DNS), sites and services, FTP and IIS services, etc.</li> <li>4. Installing and configuring Red hat Linux server, installing and configuring application software, creating and maintaining user accounts, backing up and restoring files, monitoring and tuning performance, using tools to monitor security</li> <li>5. Install and configure VMware ESXi 6.5/7.0, vCenter, vKernel, high availability, distributed resource scheduler, etc.</li> <li>6. Install and configure HP MSA 2050/2060 and other storage infrastructure.</li> <li>7. upgrade administrative tools and utilities. Configure / add new services as necessary.</li> </ol>
<b>Qualifications:</b>	BSc in Computer Science, IT or its equivalent with hands on in Windows 2016/2019 ADDS infrastructure, Red hat Linux, CCNA Switching & Routing

Interested applicants can address their cover letter to the below address and email:

**Chupee W.G. Howe**  
**Assistant Commissioner**  
**Human Resource Division**  
**Liberia Revenue Authority**  
**ELWA Junction, Paynesville**

Email address: [hrjobs@lra.gov.lr](mailto:hrjobs@lra.gov.lr)

Deadline for Application is 5pm, April 4, 2022.